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## Job details

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<b>Bulletin Number</b>	3002BR
<b>Type of Recruitment</b>	Open Competitive Job Opportunity
<b>Department</b>	Mental Health
<b>Position Title</b>	CHIEF MENTAL HEALTH PSYCHIATRIST
<b>Exam Number</b>	247395
<b>Filing Type</b>	Open Continuous
<b>Filing Start Date</b>	12/12/2011
<b>Filing End Time</b>	5:00 pm PST
<b>Salary Type</b>	Monthly
<b>Salary Minimum</b>	13363.00
<b>Salary Maximum</b>	23431.00
<b>Position/Program Information</b>	Has immediate responsibility, either within a service planning area or County-wide, for a mental health services program, or directs a mental health division in a Mental Health residential treatment facility.
<b>Essential Job Functions</b>	<p>Heads a service planning area program providing community mental health services which include client/patient therapy, mental health consultation to other agencies, and mental health educational and informational services.</p> <p>Coordinates service planning area activities with administrative headquarters.</p> <p>Directs the mental health work performed by physicians, nurses, psychiatric social workers, and other personnel in the assigned service planning area.</p> <p>Develops policies and standards for mental health programs to ensure compliance with existing State and Federal laws and regulations.</p> <p>Develops and coordinates quality improvement programs.</p> <p>Reviews and evaluates a community's need for mental health services by initiating special studies and surveys.</p> <p>Directs the maintenance of records, preparation of reports, and the clerical and housekeeping functions necessary for the operation of the service planning areas.</p> <p>Administers contracts for mental health services with private agencies in the service planning areas.</p> <p>Serves as liaison with other agencies, organizations, groups, and individuals in order to promote community mental health programs.</p> <p>Provides consultation services and supervises the care of all clients/patients in an assigned community mental health service.</p>
<b>Requirements</b>	<b>SELECTION REQUIREMENTS:</b> Completion of an American Board of

Psychiatry and Neurology (ABPN) approved residency.

-AND-

Five years of post residency experience in psychiatry, one year of which must have been in a medical-administrative capacity or in a community mental health program.

**Physical Class** **Physical Class II – Light:** Light physical effort which may include occasional light lifting to a 10 pound limit, and some bending, stooping or squatting. Considerable walking may be involved.

**License(s) Required** California State Physician and Surgeon's certificate authorized by the Board of Medical Examiners of the State of California.

A valid Drug Enforcement Agency (DEA) certificate.

A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

**Desirable Qualifications** Certification in psychiatry by the American Board of Psychiatry and Neurology (ABPN).

Experience in telepsychiatry.

**Examination Content** This examination will consist of an evaluation of training, experience and desirable qualifications based upon application information weighted 100%. Candidates must achieve a passing score of 70% or higher on the examination in order to be placed on the eligible register.

**Vacancy Information** The resulting eligible register for this examination will be used to fill vacancies in the Department of Mental Health.

**Eligibility Information** The names of candidates receiving a passing grade on this examination will be placed on the eligible register in the order of their score group for a period of twelve (12) months following the date of promulgation. No person may compete for the examination more than once in a twelve (12) month period.

**Available Shift** Any

**Job Opportunity Information** **Employment Eligibility Information:** Final appointment is contingent upon verification of U.S. citizenship or the right to work in the United States. Immigration law provides that all persons hired after November 6, 1986, are required to present original documents to the County, within three (3) business days of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

**Social Security Act of 2004:** Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website [www.socialsecurity.gov](http://www.socialsecurity.gov), or call

toll free 1-800-772-1213. Persons who are deaf or hard of hearing may call the TTY number 1-800-325-0778 or contact a local Social Security office.

**Record of Convictions:** A full disclosure of all convictions is required. Failure to disclose convictions will result in disqualification. Not all convictions constitute an automatic bar to employment. Factors such as your age at the time of the offense(s), and the recency of offense(s) will be taken into account, as well as the relationship between the offense(s) and the job(s) for which you apply. However, any applicant for County employment who has been convicted of workers' compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110). ANY CONVICTIONS OR COURT RECORDS WHICH ARE EXEMPTED BY A VALID COURT ORDER DO NOT HAVE TO BE INCLUDED.

**Veterans Preference Credit:** Veterans Preference Credit of 10 points will be added to the final passing grade in any open competitive examination if you are an honorably discharged veteran who served in the Armed Forces of the United States: · During a declared war; or · During the period April 28, 1952 through July 1, 1955; or · For more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955, and before October 15, 1976; or · In a campaign or expedition for which a campaign medal or expeditionary medal has been authorized and awarded.

This also applies to the spouse of such person who, while engaged in such service was wounded, disabled or crippled and thereby permanently prevented from engaging in any remunerative occupation, and also to the widow or widower of any such person who died or was killed while in such service. A DD214, Certificate of Discharge or Separation from Active Duty, or other official documents issued by the branch of service are required as verification of eligibility for Veterans preference. If you are unable to provide any documentation at the time of filing, the 10 points will be withheld until such time it is provided.

**Application and  
Filing  
Information**

You MUST complete the filing process ONLINE (via electronic submission) ONLY.

APPLICATIONS SUBMITTED BY U.S. MAIL, FAX OR IN PERSON WILL NOT BE ACCEPTED.

**Instructions for Filing:** A standard County of Los Angeles Employment Application for this examination must be completed online and submitted electronically beginning Monday, December 12, 2011. Applications electronically received after 5:00 pm, PST on the last day of filing will not be accepted.

APPLICANTS MUST COMPLETE AND SUBMIT THEIR JOB APPLICATIONS AND UPLOAD REQUIRED OR ADDITIONAL DOCUMENTS (e.g. residency certificate, licenses, supplemental job questionnaire AS ATTACHMENT(S) AT THE TIME OF FILING.)

All information is subject to verification.

We may reject your application at any time during the selection process.

We may close this examination at any time without prior notice.

To apply online, click on the link above or below this bulletin that reads, Apply to Job, so that you can track the status of your

application and get notified of your progress by email.

Click on the link below to access the required supplemental job questionnaire.

[http://file.lacounty.gov/dhr/ehr/cms1\\_171215.doc](http://file.lacounty.gov/dhr/ehr/cms1_171215.doc)

The acceptance of your application will depend on whether you have clearly shown that you meet the Selection Requirements. Please be sure your application indicates complete information, including dates for education and jobs held which relate to this position. In the space provided for education, include the names and addresses of schools/colleges attended, titles of courses completed, dates completed and number of credits/units earned. For each job held, give the name and addresses of your employer, your job title, beginning and ending dates, description of work performed, total number of hours worked (full or part-time) and salary earned. Resumes showing training and experience may be attached to the Los Angeles County Application. All information and records are subject to verification. Falsification of records can result in disqualification from the examination or termination of employment.

**SOCIAL SECURITY NUMBER:** All applicants MUST enter a valid social security number at the time of filing. Entering anything other than a valid social security (i.e. 000-00-0000, 111-11-1111, etc.) will result in an automatic rejection of your application.

**COMPUTER AND INTERNET ACCESS AT PUBLIC LIBRARIES:** For candidates who may not have regular access to a computer or the internet, applications can be completed on computers at public libraries throughout Los Angeles County.

**NO SHARING OF USER ID AND PASSWORD:** All applicants must file their application on-line using their OWN user ID and password. Using a family member or friend's user ID and password may erase a candidate's original application record.

All applicants are required to submit a Standard County of Los Angeles Employment Application and a Supplemental Job Questionnaire online only. Resumes cannot be accepted in lieu of applications, although resumes may be uploaded as attachments to the applications. This examination will remain open until the need of the services are met, and is subject to closure without prior notice.

**County of Los  
Angeles  
Information**

**Equal Employment Opportunity:** It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or disability.

**Los Angeles County Child Support Compliance Program:** In an effort to improve compliance with court-ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 permits under certain circumstances for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this

information.

**Americans with Disabilities Act of 1990:** All positions are open to qualified men and women. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA/Personnel Services for Disabled Persons Coordinator at the number below.

Hearing impaired applicants with telephone teletype equipment may leave messages by calling the teletype phone number below.

The County will attempt to meet reasonable accommodation requests whenever possible.

<b>Department Contact Name</b>	Richard Aaron
<b>Department Contact Phone</b>	(213) 738-4125
<b>Department Contact Email</b>	raaron@dmh.lacounty.gov
<b>ADA Coordinator Phone</b>	(213) 738-2850
<b>Teletype Phone</b>	(800) 800-4099
<b>California Relay Services Phone</b>	(800) 800-4099
<b>Job Field</b>	Health Other
<b>Job Type</b>	Professional

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